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Windham at Putnam  
SUPERIOR COURT

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Assignment of Limited Contested  
Dissolutions of Marriage or Custody Actions  
For Special Masters Pretrial

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Hon. Cynthia K. Swienton  
155 Church St., Putnam  
10:00 A.M.

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NOTICE

The following cases have been claimed as limited contested (with ONLY financial issues in dispute) and are assigned for a pretrial conference with Special Masters. All counsel and parties must be present and must be prepared. Therefore, all discovery must be complete and all paperwork must be completed and signed *before* the pretrial is assigned to begin.

At least 10 days prior to the pretrial, the attorneys or pro se parties must exchange, and file with the Court, the following completed items:

1. Financial Affidavits
2. Child Support Guideline Worksheet
3. A List of Issues in Dispute
4. Proposed Orders

If the case settles BEFORE the pretrial date, the parties must file a modified Case Management Agreement form, claiming the case  
(Notice Continued on Last Column)

NOTICE (continued from Column 1)

to the uncontested list. Once the CMA is filed, the case will print on an upcoming uncontested calendar. Please note: if a case settles prior to the pretrial date, parties must contact the Caseflow Coordinator to be excused from the pretrial. Once excused from the Special Masters pretrial, a pretrial will not be granted again. (The parties will still be required to proceed to judgment on their assigned trial date without a pretrial.) NO OTHER MARKINGS WILL BE ACCEPTED.

If a case settles AT the pretrial, it may proceed to judgment immediately if all requirements (see below) are met, and if a Judge is available. Otherwise, the parties must appear on their assigned trial date.

If the case does NOT settle at the Special Masters pretrial, all parties must appear for the limited contested trial, commencing 9-18-03.

IF THIS CASE HAS ANY VISITATION OR CUSTODY ISSUES, it cannot be on the limited contested list and it is not eligible for a special masters pretrial at this level. If the case has any visitation or custody issues, the attorneys or pro se parties MUST NOTIFY THE CASEFLOW COORDINATOR IMMEDIATELY and all attorneys and parties must sign a case management agreement modification claiming the case to the contested trial list.

FAILURE TO COMPLY WITH THESE ORDERS MAY RESULT IN THE IMPOSITION OF SANCTIONS; INCLUDING EXCLUSION FROM THE SPECIAL MASTERS PRETRIAL PROCESS.

BEFORE ANY DISSOLUTION OR CUSTODY ACTION MAY PROCEED TO JUDGMENT:

1. IF A MINOR CHILD IS INVOLVED, the parties must complete the Parenting Education Program. C.G.S. SEC. 46b-69b requires any person in a dissolution or custody case which involves a minor child to attend a Parenting Education Program before the matter proceeds to judgment. Parties may request to be exempted from the mandate of the Parenting Education Program Act by filing a written motion for good cause.

2. IF ANY PARTY OR CHILD INVOLVED IN A MATTER HAS RECEIVED FINANCIAL SUPPORT FROM THE STATE OF CONNECTICUT, the Assistant Attorney General must receive proper notice before the matter may proceed.

Direct questions to: Debora Kaszuba-Neary, Assistant Clerk, Phone: (860) 928-7749; Fax: (860) 928-7076.

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